

Headteacher

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18th March, 2020

Dear Parents,

We are writing to let you know that we are introducing temporary flexible-hours arrangements for Year 12.

From tomorrow, Thursday 19th March, students will only be required to attend their timetabled lessons for their examination subjects. If they have supervised study sessions first two periods in the morning, they may travel in later and if they have supervised study in the afternoon, they may leave at lunchtime. Additionally, if their teacher is absent, they must collect the cover work from Sixth Form reception but may complete it at home. Your daughter's attendance figures will not be affected by this arrangement. I have spoken to the girls this morning about the importance of being self-disciplined with their time management and making good use of the opportunities to revise and concentrate at home, without digital distractions. I have also made it very clear that this is a temporary arrangement in the current difficult circumstances. Our full timetable of supervised study will be re-instated in the future, as soon as it is possible.

It is very important that your daughter uses the interim paper signing-in-and-out system in the Sixth Form centre for safety purposes. She should also plan her journeys carefully to avoid being late to class, as the frequency of buses, trains and trams can vary from the usual morning services.

I have also asked the girls to ensure they have full access to all of their learning materials to support their flexible study at home. Folders and text-books should not be left in lockers at school. Any digital resources outside Google Classroom should be transferred to a Cloud storage service. Students may also use their mobile phones to access learning materials in school but only when they are in the sixth form centre, not on other parts of the school site. We will continue to use Google Classroom to update the girls with additional learning resources and any helpful messages during the weeks ahead.

We appreciate that the current national situation is unsettling for the girls. We are working to support them at school and beyond and ask them to maintain their focus on their revision programmes and future plans. It will be an excellent time to use the digital platforms of Universities and career providers to begin their research for their applications next year. Many students are also considering embarking on an EPQ and should be reading around their subject, in order to submit their title proposal.

We have asked Year 12 to be responsible and cooperative with their new flexible arrangements and maintain focus and self-discipline with their studies during this unsettling period. They have made real progress in becoming more independent learners this year; these skills will serve them well during these temporary arrangements.

Yours sincerely

Mrs A Stott





Deputy Headteacher, Head of Sixth Form

